

CHAPTER:		DATE ADOPTED	NUMBER
ADMINISTRATION	Contracts and Other Authorizations	August 10, 1999 Revised December 5, 2005	208
SYNOPSIS:			
1	Contracts		
2	Other Authorizations		
3	Contracting Procedures		
4	Federal Compliance; Davis-Bacon Act		
1	<p>Contracts:</p> <p>a. Scope: This policy shall apply to all contracts to which the College is a party, other than purchasing activities which are governed by a separate policy statement.</p> <p>b. Philosophy: The power to contract on behalf of the College is vested in the Board, and no contract or agreement shall be made to which the College is a named party without Board approval. Certain delegations of contracting authority are appropriate for the timely, efficient administration of the College.</p> <p>c. Contracting Authority Delegation: The President or designee may contract for any lawful purpose of the College provided the obligation of the College incurred does not exceed \$100,000.00 in cash or in kind equivalent in any fiscal year.</p> <p>d. Signatory Authority: Unless the authorizing action of the Board specifically provides otherwise, any contract approved by the Board shall be executed on behalf of the College by the Chairman, the Board Secretary, or the President.</p> <p>e. Custody of Contracts: The Board Secretary is hereby designated as custodian of contracts of the College.</p>		
2	<p>Other Authorizations:</p> <p>a. Warrants: The Board Secretary and Chairman are authorized and empowered by the Board to sign warrants on College funds for lawful expenses of the College. Both signatures shall appear on all warrants although a signature plate is authorized.</p> <p>b. External Funding: The President or designee is authorized to make application on behalf of the College to private or governmental agencies for external funding.</p> <p>c. Surplus Property: The President or designee is authorized to sign resolutions and other documents necessary to the purchase of surplus property items from appropriate state agencies.</p>		
3	<p>Contracting Procedures: The President or designee may prepare more detailed procedures for the implementation of this policy, and may make such sub-delegations of contracting authority as the President may deem necessary to the efficient administration of the College.</p>		
4	<p>Federal Compliance; Davis-Bacon Act: All laborers and mechanics employed by contractors or subcontractors who work on construction projects financed with Federal assistance will be paid wages not less than those established as the prevailing wages for the locality.</p>		